



Catering and Facilities Policy

Thank you for selecting Silver Gulch Brewing & Bottling to oversee your event. Relax...planning your event will be an enjoyable experience with the help of our staff. We guarantee to treat each event, no matter how large or small, simple or elegant as truly something special.

Please contact us at:
(907) 452-2739
Monday - Friday 9:00 AM - 5:00 PM

Event Space Reservations

Event space reservations are assigned according to the anticipated number of guests. If the actual number of guests varies from anticipated guarantees, Silver Gulch Brewing & Bottling reserves the right to reassign event space.

Guarantees

Please schedule your event at least two weeks prior to the day of your event. While we can sometimes accommodate you with less lead time, sufficient notice allows us to schedule our production and staffing needs, so we may best serve you and our other clients. Confirm your final counts by contacting our Catering/Special Events Manager two (7) business days prior to the date of your function. As part of your guarantee, we need to know the following information to ensure that your event is a success:

1. The anticipated number of your guests attending your event
2. Your menu choices
3. Your event schedule so that we know timing on guest arrival, schedule of speakers, and any other details that can affect how and when we can serve your guests.

Note (important): The number of Guaranteed Attendants will be charged even if fewer guests attend. In the event that no guarantee number is given, the estimated number as listed on the Banquet Event will be used. Should your guest count exceed expectations, you will be charged for additional guests.

Food & Beverage Service

All food and beverage service must be purchased directly from Silver Gulch Brewing & Bottling. Sales and service of all alcoholic beverages will be conducted in accordance with all regulations required by the Alaska Alcohol Beverage Control (ABC).

Silver Gulch Brewing & Bottling can provide a variety of bar services: hosted, no host, or a combination of the two. Functions with less than \$250.00 in bar sales will incur a \$50.00 labor

fee. A customary 18% service charge will be added to all food and hosted beverage sales.

Decorations & Rehearsals

You are responsible for all decorating specific to your function, i.e. centerpieces, flowers, balloons. Any decorations that you wish to save should be removed from the room immediately following your event. Silver Gulch Brewing & Bottling will provide you time to decorate the day of the event. We reserve three hours for set up for all events. If you need the space a day ahead of time to decorate, then an extra charge may be added to your bill. Silver Gulch Brewing & Bottling does NOT allow the use of glitter, confetti, pieces of paper, sparkling cut outs, bird seed, or rice. Should your event require change, please contact the Catering Department at the above number.

Menus

We have catering menu packages to choose from. These are guidelines only. Our chefs will help you customize your menu if you choose to. Prices may vary based upon your selections.

All catering is done buffet style unless plated is requested. An extra \$3 charge per person will be added for plated meals.

Event Delays, Late Arrivals, Cancellations & No Shows

In the event that your group will be arriving later than scheduled, please notify the Special Events/Catering Manager as soon as possible. We cannot be responsible for holding food longer than fifteen (15) minutes past the scheduled time of service unless previous arrangements have been made. All cancellations of food service must be made no less than 1 week prior to the event. Should your group fail to arrive at the scheduled time, you will still be billed for the event.

Deposits

A 50% deposit of the estimated bill is required for events. Deposits must be received 14 days prior to the scheduled event. The remainder of your balance is due the day of the event. Cancellations must be made 1 week prior to your event, to avoid any expenses being assessed. You will also lose your deposit in the event of a cancellation within 1 week of the scheduled event.

All events require a signed agreement confirmation before event set up.

Payment

All Silver Gulch Brewing & Bottling events are due and payable to Silver Gulch Brewing and Bottling Co. For your convenience, we accept local checks, cash, debit, Visa, Mastercard, and American Express.

Catering Equipment

As the host of the catered event, you are responsible for the equipment we have provided for the service of your catered event. Any missing or damaged catering equipment or supplies will be charged to your account at replacement cost.

Special Details

Tablecloths are provided only for buffet tables at receptions. Additional tablecloths cost \$10.00 each. Disposable tablecloths will be used if linens are not requested.

Removal of Food

Due to food safety and liabilities associated with improper food handling, food may not be removed from the site of the event.

Silver Gulch Brewing & Bottling is a Smoke-Free Facility

Smoking areas are located outside the main building and are designated by the presence of ash cans. We require that only these areas be used for smoking and that all smoking materials be extinguished properly with in the ash cans.

Parking

All attendees of catered events must park on the west side of the parking lot near our beer garden. During large events, there will be a parking lot attendant to organize the parking lot.

Catering Bar Policies

It is Silver Gulch policy that anyone in attendance of a catering function upstairs, may not go to the downstairs bar to purchase a drink. This is for liability reasons. Upstairs bars will have limited liquor choices set by the house.

Bar Set-up

We will have well liquors, premium liquors, and standard misers to make mixed cocktails. We will also have six beers on tap, as well as house wines. Any special bar requests may be furnished upon your request.

Performance

Quotations and arrangement as indicated in the catering agreement are subject to our ability to provide product, equipment and/or services at the time and place as specified.

Client agrees to accept reasonable increases in price; substitution of product, equipment or services when such changes become necessary in order to comply with the general nature and intent of this agreement

Silver Gulch Brewing & Bottling shall not be held liable for losses of any kind as a result of failure to satisfy the terms of the agreement due to reasonable causes such as labor disputes, accidents, government restrictions, natural disasters, or other events beyond our direct control.

General Liability

Silver Gulch Brewing & Bottling cannot be held responsible for any personal property left on our premises by the clients or their guests prior to, during, or following your function. Furthermore, we cannot be held responsible for articles left in motor vehicles or damage to motor vehicles occurring while located on our premise. Client agrees to be held responsible for, and to reimburse Silver Gulch Brewing and Bottling Co. for any and all damage caused by the client and/or their guests to our property, equipment or premises as well as the property of others directly or indirectly associated with your event.

Room Rental Pricing:

Room rental pricing may vary according to size of party, day of the week, time of the year, number of attendees, how much they are spending, and Bar option choice. Prices are subject to change.

Base Prices are as follows:

	Capacity	Sunday-Thurs	Fri-Sat
West banquet Room	120	\$350	Not available
Tasting Room	65	\$250	\$350
Beer Garden	600	\$500	\$1000